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DD/A Registry

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MEMORANDUM FOR: Deputy Director of Central Intelligence  
FROM: Don I. Wortman  
Deputy Director for Administration  
SUBJECT: Attendance of Spouses in Office of  
Training Courses  
REFERENCE: Unsigned "Eyes Only" Letter to DDCI,  
dated 5 February 1979

Frank:

1. We regret that the problem detailed in referenced letter was brought to your personal attention, because it is a matter which the Office of Training (OTR) was actively reviewing at the time the letter was written. Unfortunately, the writer of the letter was apparently unwilling to await OTR's solution before raising the matter with you.

2. Before going into OTR's policy relating to this subject, we would like to correct some points raised in the letter and put others in their proper perspective. It is true that the writer was advised that his spouse and the spouses of the other students could attend unclassified lectures. Unfortunately, the course director involved did not anticipate the degree of interest that would be generated by this advice nor in the specific instance of the writer were the proper administrative arrangements made on a timely basis. OTR accepts responsibility for the inconvenience that resulted for the individual and his spouse. However, contrary to the simple and inaccurate statement of the writer that, "The DDA does not believe that spouses are worth training," there are valid reasons why the attendance of spouses at training lectures should be limited and permitted only after proper advance arrangements. There is, of course, the matter of security which requires a certain amount of advance planning to permit spouses access to our training building during duty hours. This is a matter easily solved. More importantly, however, our facilities for most training courses are limited in terms of capacity, and there is the important consideration of group identity.

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and interaction in any given course. Were we to permit students to invite their spouses to attend training courses on an unrestricted basis, we would encounter not only logistical problems, but also would very probably inhibit the interaction and participation by class members. This is by no means meant to imply that OTR does not fully recognize the important role played by spouses of Agency employees and the need for them to receive appropriate training and briefings. To the contrary, we urge the attendance of spouses in courses such as Preparing for Overseas Assignment and Special Overseas Orientation, and we make a point in many courses of scheduling certain after-hours' activities, briefings, and the like, where spouses participate.

3. In training activities such as represented by the case in point, we feel that it is appropriate for spouses to attend certain selected lectures where the topic might be of special interest to a spouse. As a result of this recent incident which has been brought to your attention, the Office of Training developed a formal policy relating to spouse attendance. In those courses where there are unclassified lectures which in the opinion of the course director would be of special interest or importance to spouses, a selected few of these lectures will be so identified to the students at the beginning of the course. Subject to the approval of the Director of Training, students will be permitted to make advance arrangements for the attendance of their spouses. It is not our intention to designate more than a few such lectures under this policy nor is it our desire to have a spouse spend the entire day for several days in attendance, as was requested by some students in the incident course.

4. We believe that OTR's policy is reasonable and represents an equitable balance between the quite understandable desire of employees to have their spouses share with them in their training experience and the very real problems which relate to the attendance of spouses in training courses to any regular degree. The application of this policy in the future when taken together with those activities which OTR conducts specifically for spouse participation represents, in my opinion, a most reasonable approach to this problem.

Don I. Wortman